



COMPTROLLER

UNDER SECRETARY OF DEFENSE  
1100 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1100

SEP 14 2001

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING  
ASSISTANT SECRETARIES OF DEFENSE  
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE  
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE  
DIRECTOR, OPERATIONAL TEST AND EVALUATION  
ASSISTANTS TO THE SECRETARY OF DEFENSE  
DIRECTOR, ADMINISTRATION AND MANAGEMENT  
DIRECTORS OF THE DEFENSE AGENCIES  
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Gift Processing

The outpouring of unsolicited gift offers to support the Pentagon restoration effort, the relief workers and the families of Pentagon victims has been tremendous. Offers have been received from both individuals and private sector firms to donate labor, food and clothing, building equipment and materials, and other types of assistance to help us weather this tragedy. We should express our deepest gratitude for generosity displayed by these gestures.

Attached is information regarding the appropriate organizations to contact for the various types of donations being offered. The authorities and requirements for accepting and reporting gifts provided to the Secretary of Defense are contained in Title 10, United States Code, Section 2608, and the Department of Defense Financial Management Regulation, Volume 12, Chapter 4.

A handwritten signature in black ink, appearing to read "Dov S. Zakheim", is written over a horizontal line.

Dov S. Zakheim

Attachment

## **Information Regarding Unsolicited Gifts to the Department of Defense Following the Terrorist Attack on the Pentagon on September 11, 2001**

This is in response to public inquiries regarding donations in support of the relief and recovery efforts in the aftermath of the terrorist attacks on the Pentagon. The following organizations have established assistance funds or programs that may be utilized for this purpose.

1. Monetary donations for victims and/or their families may be made to one or more of the relief societies or funds listed below. (NOTE: All are "501(c)(3)" organizations under the Internal Revenue Code. As such, contributions may provide tax benefits as permitted by law for donors who itemize expenses for income tax reporting purposes).

-- The Army Emergency Relief (AER) Society

Send checks to: AER, 200 Stovall Street, Alexandria, VA 22332 - 0600

Contact: Colonel Greg Mason at (703) 325-0463

Internet web site: <http://www.aerhq.org>

Make check payable to: "Army Emergency Relief"

-- The Navy & Marine Corps Relief Society

Send checks to: 4015 Wilson Boulevard, 10<sup>th</sup> Floor  
Arlington, VA 22203-1952

Contact: Mr. John Alexander at (703) 696-4904

Internet web site: <http://www.nmcrrs.org>

Make check payable to: "Navy & Marine Corps Relief Society" or "NMCRRS"

and reference "The Pentagon Assistance Fund" on the reference line.

-- The Air Force Aid Society  
Suite 202, 1745 Jefferson Davis Highway  
Arlington, VA 22202  
Internet web site: <http://www.afas.org>  
Contact: (703) 607-3134  
Make check payable to: "Air Force Aid Society"

-- The Federal Employee Education & Assistance Fund (FEEA),  
Littleton, CO  
Contact: 1-800-323-4140 or (303) 933-7580  
Internet web site: <http://www.feea.org>  
Name of Fund: The Federal Employee Education & Assistance  
Fund  
Send checks to: "FEEA World Trade Center/Pentagon Fund"  
8441 W. Bowles Avenue, Suite 200, Littleton, CO 80123-9501

--The United Service Organization (USO) of Metropolitan  
Washington  
228 McNair Road, Building 405  
Fort Myer, VA 22211  
Make check payable to "USO-Metro" and refenece September 11  
Support  
Contacts: Elaine Rogers or Beth Bradner (703) 696-2628  
Internet web site: <http://www.usometrodc.org>

-- United Service Organizations (USO)  
1008 Eberle Place, S.E., Suite 301  
Washington Navy Yard, Washington, DC 20374-5096  
Internet web site: <http://www.uso.org>  
Contact: 1-800-876-7469  
Make check payable to: "The USO"

2. Donations of building equipment, materials, or services: Contact  
the Pentagon Renovation/Emergency Operations Site (PENREN)  
at (703) 528-9524.

3. Information Technology Support: Contact Ms. Gen Loranger at the Network Infrastructure Services Agency – Pentagon (NISA-P) at (703) 695-3934.

4. Chaplain Support: Contact Col. Henry Haynes, Pentagon Chaplain's Office, at (703) 695-3336.

5. Additional information regarding donations may be obtained from the Federal Emergency Management Agency (FEMA) Internet website at <http://www.fema.gov>